

WORTH PARISH COUNCIL

F&GP Committee

Public Pack

3rd June 2024

WORTH

Parish Council

Clerk to the Council
Jennifer Nagy

Council Offices

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Issued: 28th May 2024

To: Members of the Finance & General Purposes Committee

Notice of Meeting

You are hereby summoned to the **Finance & General Purposes Committee** meeting of Worth Parish Council to be held on **Monday, 3rd June 2024 at 7.30pm** in the South Room of the Parish Hub, Borers Arms Rd, Copthorne when the following business will be considered and transacted.

Mrs J. Nagy
CLERK TO THE COUNCIL

AGENDA

1. **Election of Vice Chairman** – to elect a Vice Chairman of this Committee.
2. **Public Question Time** - 15 minutes – to receive, and act upon if considered necessary, comments made by members of the public.

Members of the public are welcome to ask questions of the Council on matters that arise under its remit. The question should not be a statement and it would be appreciated to be kept short, to maximise the time for other questions. The chairman will call the question from those who are indicating that they wish to speak.
3. **Apologies** – to receive and approve apologies for absence.
4. **Declarations of Disclosable Pecuniary and Other Interests** – to receive any declarations of interest from Councillors.
5. **Minutes** – to approve the Minutes of the Finance & General Purposes Committee meeting held on Monday, 13th May 2024
6. **Chairman's Announcements** – to receive any announcements by the Chairman of the & Finance & General Purposes Committee.
7. **Correspondence list** – to note correspondence received since the last meeting.
8. **Accounts & Financial Matters** - to receive and approve expenditure lists, reports on current financial situation and to consider and approve other financially related matters if necessary, including
 - Confirmation that bank reconciliations to date have been countersigned.
 - Grant application from Crawley Down Monday Club for £750
 - Authorisation to spend £500 on planting two new flowerbeds in Copthorne.
9. **Section 106 Monies** - to receive an update on available funds and the status of current agreements.

10. **Projects** – to receive a report on the ongoing viability of CCTV provision and to receive updates on the following projects:
- Bowers Place Parking
 - Copthorne Recreation Ground
 - Crawley Down Play Area
11. **Council Premises and Land** – to discuss and comment upon matters relating to Council-owned, leased or managed land and buildings, requiring authorisation of expenditure.
12. **Matters for Consideration submitted by the Village Working Parties** - to note activities to date, and to receive any recommendations.
13. **Consideration of items for discussion by the Village Working Parties** – to consider and agree items to pass to the two Working Parties for discussion at their meetings, these to be put on a future Council/Committee agenda if necessary.
14. **Date of the next meeting:** Monday, 1st July 2024

ALL MEMBERS OF THE PUBLIC HAVE THE RIGHT TO ATTEND, AND ARE WELCOME AT MEETINGS

Clerk's Report

**Meeting of the Finance & General Purposes Committee to be held on
Monday, 3rd June 2024 at 7.30pm in the South Room, Parish Hub**

1 Election of a Vice Chair of this Committee

The Chairman will invite nominations; voting will be by a show of hands.

2 Public Question Time

To invite MOPs present to address the Council.

3 Apologies

At the time of writing this report, apologies have been received from Cllrs Hodsdon, King, Phillips and Scott.

4 Declarations of Interest

Members are advised to consider the agenda for the meeting and determine in advance if they may have a Personal, Prejudicial or a Disclosable Pecuniary Interest in any of the agenda items. If a Member decides they do have a declarable interest, they are reminded that the interest and the nature of the interest must be declared at the commencement of the consideration of the agenda item; or when the interest becomes apparent to them. Details of interest will be Minuted.

If the interest is a Disclosable Pecuniary Interest, Members are reminded that they must take no part in the discussions of the item at all; or participate in any voting; and must withdraw from the meeting, unless they have received a dispensation.

5 Minutes

To approve the Minutes of 13th May 2024

6 Chairman's Announcements

There are no planned announcements at the time of writing this report.

7 Correspondence List

To note the Correspondence list.

8 Accounts & Financial Matters

Financial information is included in the meeting pack, with reconciled figures to date.

Councillors are asked to note the three bank transfers of £10,000 and £50,000 twice to the new Unity Account. This is being used as the main account for payments as it is easier to access so will be kept topped up accordingly.

Councillors are asked to formally AGREE the financial information.

Opening of Nationwide Savings Account

It was previously agreed to open a new savings account with Nationwide; however, new accounts are not currently being processed. The Clerk is looking at alternatives and will present these to the next meeting.

Councillors are asked to NOTE this information.

Bank Reconciliations

It is a requirement that it is Minuted that the bank reconciliations have been signed; this has been done by Cllr Casella.

Grant application from Crawley Down Monday Club for £750

This application is for £750 to go towards the purchase of a new minibus. Please note the application form asks for a grant of £5000; the applicant has been advised that the maximum is £750. Please see separate grant information pack.

Councillors are asked to consider this grant.

Authorisation to spend on Copthorne Flower beds

The Clerk is currently making enquiries as to whether a local garden centre will sponsor the plants for two new beds in Copthorne, one at the junction of Copthorne roundabout and Brookhill Rd, the other at the junction of Borers Arms Rd and the A264.

If this is not possible, the Working Party would like to spend up to £500 on plants.

Councillors are asked to consider authorising this expenditure.

9 Section 106 Monies

There has been no change in the spreadsheets for both villages, but these have been attached again for information, with the zero values removed.

The Clerk has again asked for clarification re the £39,853.87 specifically allocated to Crawley Down Village Hall; she is awaiting a response. The Chairman of the Village Hall Committee has accepted an invitation to the Amenities & Assets Committee on 24th June.

With regard to varying the s106 agreement for Heathy Wood to allow expenditure on Copthorne Recreation Ground. St Modwen Homes has confirmed that it has no views on the matter, and has directed the Clerk to MSDC to make a decision. Cllr Casella is pursuing this in his capacity as District Councillor.

It is intended to put in an application to the next Grants Panel meeting on 8th July for s106 monies to fund the proposals on Copthorne Recreation Ground, namely the play area, the car park, and associated paths and landscaping. It is understood that the Copthorne Sports Association is also putting in an application at the same meeting.

Councillors are asked to note this information.

10 Projects

CCTV

As agreed at the last meeting, the installation of two cameras, one in each village is being progressed.

Bowers Place

Currently awaiting the arboriculturist's report in order to apply for planning permission.

Councillors are asked to NOTE this information.

Copthorne Recreation Ground

Planning permission is being awaited; the Planning Officer has been on leave.

Councillors are asked to NOTE this information.

Crawley Down Play Area

Awaiting guidance from the CD Working Party as to how to proceed.

Councillors are asked to NOTE this information.

11 Council Premises and Land

Nothing to report.

12 Matters for Consideration submitted by the Village Working Parties

To receive any matters.

13 Consideration of items for discussion by the Village Working Parties

Councillors are asked to consider matters to put to the two Village Working Parties.

14 Date of the next Meeting: Monday, 1st July 2024

Worth Parish Council

Minutes of the Finance & General Purposes Committee Meeting held on May 13th 2024 commencing at 7.30pm

Present: Cllr Scott (Chairman) Cllr Phillips (Vice Chairman)
Cllr Bingle Cllr Casella
Cllr Hodsdon Cllr King
Cllr Kipps Cllr Wilson
Mrs J. Nagy (Clerk) 2 members of the public

139 Public Question Time

Cllr Lord was present as a member of the public.

The Chair of the CDRA was present to support its grant application. He confirmed that the event was very successful last year. Many attendees reported that the fencing made them feel safe, as their children could not run into the road. There was around £1500/£2000 surplus.

140 Apologies

Apologies were noted and accepted from Cllrs Dorey, Pointer, Stewart and Williams.

141 Declarations of Interest

There were no declarations of interest at this point of the meeting.

142 Minutes

It was AGREED by all present that the Minutes of the Finance and General Purposes Committee held on 8th April 2024 were a true and correct record.

143 Chairman's Announcements

The Chairman reported that based on the end of year figures, the budget forecast had been mostly accurate.

144 Correspondence List

The Correspondence List was NOTED.

145 Accounts and Financial Matters

Financial information

Financial information was included in the meeting pack, with reconciled figures to date. The Clerk also circulated end of year figures for 2023/2024.

It was proposed by Cllr Scott, seconded by Cllr Philips and RESOLVED by all present that the financial information was a true representation of the current financial situation.

Unity Bank

It was noted that this account is now open. The Clerk/RFO asked how much should be transferred; it was RESOLVED by all present to top up the balance to £85,000.

Bank Reconciliations

It was NOTED that the bank reconciliations have been signed; this has been done by Cllr Casella.

Receipt of Precept

It was NOTED that £210,000 was received on 30th April 2024, this being 50% of the precept.

Groundworks for Notice Board Installation in Crawley Down

Quotes have been sought for groundworks in preparation for the installation of new notice boards in Crawley Down village. Several contractors made site visits, but to date only one quote has been received.

The works required are as follows:

- To remove and dispose of existing notice boards
- To reduce the tree stump to the lowest level possible
- Install new boards with posts concreted into the ground at a max depth of 600mm

	Cost ex VAT
Contractor A	£2255.00 for 3 days work
Contractor A	£2800.00 for 4 days work

It was NOTED that the Clerk/RFO has strived to obtain more quotes for the work.

It was RESOLVED by all present to appoint Halsey Construction to carry out the ground works in preparation for the installation of the new notice boards at a cost of up to £2,800.

Supply of Notice Boards

Quotes have been sought for the supply of new notice boards in Crawley Down Village. The expenditure is over the limit that this Committee can authorise.

The requirements are as follows:

- To supply 6 x A1 boards, landscape, each to take 8 x A4 posters
- Of these, two to have lockable glazed doors, four to be open boards
- To supply mounting posts

	Type of Finish	Cost ex VAT
Company 1	Oiled Oak	£6920.00
Company 2	Stained Oak	£7000.00
Company 3	Stained Oak	£7323.00

The Crawley Down Working Party's preferred supplier is Company 1.

It was RESOLVED by all present to recommend to Full Council that Company 1 be contracted to supply new notice boards for Crawley Down shops.

Grant application from CDRA for £750

This application is for £750 to go towards Gig on the Green, to take place in June 2024; please see separate grant information pack.

It was proposed by Cllr Scott, seconded by Cllr Wilson and AGREED by all present that a grant of £750 should be given to the CDRA to support the Gig on the Green.

Membership of CAGNE

Communities Against Gatwick Noise and Emissions (CAGNE) has submitted an invoice for £10 as a subscription charge for membership of the CAGNE Aviation Town and Parish Council Forum.

WSALC advice about not subscribing to a lobby group was NOTED, however it was further NOTED Forum is a separate entity to the main CAGNE body.

It was RESOLVED to pay the invoice, and notes that the Council is a member of the Forum in order to obtain information only.

146 Internal Auditors' Report

The Clerk advised that this item will have to be deferred as the Report has not been received.

As requested, the Clerk asked Mulberry LAS to confirm its independence given that Andy Beams from Mulberry LAS worked as a Locum RFO for the Council earlier in the year. The advice as given in the Clerk's report was noted, and the independence of Mulberry LAC was agreed.

147 Section 106 Monies

The Clerk referred to her report, which was noted.

The Clerk was asked to work with Cllr Casella to try to encourage MSDC to consider varying the St Modwen's agreement to perhaps fund some elements of the Copthorne Recreation Ground Development project.

Cllr Phillips advised that other Councils ask for specific s106 allocations to be included in agreements when they submit comments on planning applications; Worth PC should do the same.

The Clerk said that work was ongoing on the Council's Vision document, and aspirations from that document could be fed into the s106 process.

148 Projects

CCTV

Cllr Hodsdon referred to his report and invited questions.

Cllr Bingle was of the opinion that the report did not identify what had gone wrong to delay the project. It should be abandoned, in his opinion.

Cllr Hodsdon said that there were several factors which had caused the delay – Covid and the CGR had taken staff time, and a lack of project management skills within the office had not helped. This had been addressed with the appointment of a Project Clerk, who was working on a tracker to ensure that project targets were met.

The Chairman noted that the scope of the project had changed over time. Cllr Hodsdon's report confirmed that the police state that CCTV is a deterrent to crime, and the project should be delivered.

Cllr Casella agreed with Cllr Scott; residents were expecting CCTV to be installed. Cllr Hodsdon pointed out that an alternative crime deterrent would be the employment of Neighbourhood Wardens, which would cost in the region of £90,000 per year.

Cllr Hodsdon referred to the recommendation in his report, and proposed that the Council progresses the installation of two of the four planned cameras, one in Burleigh Way in Crawley Down, and one on Copthorne Green as these were the easier options with regard to power supply. This installation should be given a target date of September 2024. Once installed, the Council would review the effectiveness of the cameras and consider additional provision. This proposal was seconded by Cllr Casella and RESOLVED by all present, with the exception of Cllr Bingle, who abstained.

Bowers Place

Currently awaiting the arboriculturist's report in order to apply for planning permission.

Councillors NOTED this information.

Migration to Cloud Based Storage

Final issues have been resolved, such as updating laptops; the Clerk considers this project now completed.

Councillors NOTED this information.

Copthorne Recreation Ground

Planning permission is being awaited.

The Council's solicitor has responded that there is nothing in the deeds for the land that does not allow a car park.

WSCC Highways has raised no objections to the proposals.

Councillors NOTED this information.

Crawley Down Play Area

The Clerk has contacted Squires Planning who can assist with the planning application, but not with project management. Planning permission is required for change of use of land, if it is decided to enlarge the play area to the south.

Councillors NOTED this information.

149 Council Premises and Land

Valuation of the Allotment Building

The Clerk has obtained a quote from Bray Estates to value the allotment building, which the Council has now taken back from the Allotment Association.

The allotment building is not on the Council's asset register, nor is it included in the insurance schedule, which should be rectified regardless of occupation.

The cost for a valuation is £1250 + VAT, a reduction from the usual fee of £1650 due to the ongoing business relationship.

It was RESOLVED not to have the building professionally value, but to list it on the asset register and with the insurance company with a nominal value.

150 Matters for Consideration submitted by the Village Working Parties

Crawley Down Working Party

Crawley Down are discussing Vision aspirations, which may include the Royal Oak.

Copthorne Working Party

Nothing additional to report.

151 Consideration of items for discussion by the Village Working Parties

There were none

152 Date of the next meeting

Monday, 3rd June 2024

The Clerk was asked to invite the Leader of MSDC to a future Council meeting.

Meeting closed at 8.25pm.

Chairman: _____

Date: _____

Detailed Income & Expenditure by Budget Heading 24/05/2024

Month No: 2

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
100 General Administration								
1076 Precept	0	210,000	420,000	210,000			50.0%	
1090 Interest Received	364	742	5,400	4,658			13.7%	
1906 Receipts-Chairman's Dinner	120	120	0	(120)			0.0%	
1909 Misc. Income	544	554	0	(554)			0.0%	362
General Administration :- Income	1,029	211,417	425,400	213,983			49.7%	362
4000 Clerk, Assistant & RFO	8,026	17,039	150,000	132,961		132,961	11.4%	
4002 Locum fees	610	610	0	(610)		(610)	0.0%	
4005 Groundspersons	5,314	10,629	70,000	59,371		59,371	15.2%	
4010 Youth Clubs - Admin	3,182	6,485	20,000	13,515		13,515	32.4%	
4020 Grants Given	1,825	1,825	8,000	6,175		6,175	22.8%	
4021 Churchyard Maint.Copthorne	0	0	1,000	1,000		1,000	0.0%	
4025 Office Suppl, eg-paper/photocop	234	230	1,605	1,375		1,375	14.3%	
4026 Bank Charges	16	17	214	197		197	7.7%	
4030 Postage	0	0	54	54		54	0.0%	
4035 Utilities-Electric/Gas	0	551	963	412		412	57.2%	
4036 Telephone	44	(873)	257	1,130		1,130	(339.8%)	
4037 IT Support incl.anti-virus etc	3,945	3,035	7,169	4,134		4,134	42.3%	
4040 Chairman's Allowance	24	59	1,000	941		941	5.9%	
4041 Councillors Allow.-Gross	0	0	8,500	8,500		8,500	0.0%	
4045 Travelling	0	0	535	535		535	0.0%	
4050 Office Exps.eg.Clean,	100	100	1,605	1,505		1,505	6.2%	
4051 Website costs	0	0	1,605	1,605		1,605	0.0%	
4052 S/Ware supp.upds.RBS & Payroll	0	0	1,605	1,605		1,605	0.0%	
4056 Member Training	0	0	1,500	1,500		1,500	0.0%	
4057 HR Support	0	0	1,450	1,450		1,450	0.0%	
4058 Staff Training	537	537	1,000	463		463	53.7%	
4060 Publicity	0	0	1,700	1,700		1,700	0.0%	
4065 Audit Fees	184	184	1,500	1,316		1,316	12.2%	
4066 Legal Fees	0	0	4,000	4,000		4,000	0.0%	
4070 Insurances	0	6,841	7,500	659		659	91.2%	
4075 Hire of Halls	0	(19)	350	369		369	(5.4%)	
4080 Meeting. Conferences, etc.	0	0	1,000	1,000		1,000	0.0%	
4095 Subscriptions / Memberships	160	847	1,100	253		253	77.0%	
4100 West Sussex ALC & NALC	0	2,456	2,500	44		44	98.3%	
4110 Fuel	280	280	3,600	3,320		3,320	7.8%	
4115 Motor Repairs & Expenses	0	69	2,000	1,931		1,931	3.5%	
4150 Capital Purchases	0	0	5,000	5,000		5,000	0.0%	
4200 Maintenance-various n/codes	40	40	500	460		460	7.9%	
4201 Land Management	0	0	10,000	10,000		10,000	0.0%	

Detailed Income & Expenditure by Budget Heading 24/05/2024

Month No: 2

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
4700 Code not to be used	0	0	1,000	1,000		1,000	0.0%	
4702 Maint.Memorial Car Park	0	0	1,000	1,000		1,000	0.0%	
4705 Litter & Dog Bin Emptying	0	0	5,000	5,000		5,000	0.0%	
4710 Replace Litter / Salt bins	0	0	800	800		800	0.0%	
4807 Bowers Place PWLB repayments	0	0	4,000	4,000		4,000	0.0%	
4900 Miscellaneous Expenses	250	250	0	(250)		(250)	0.0%	
4907 Drinks Supplies	0	0	100	100		100	0.0%	
4916 CCTV - Monitoring	0	0	6,000	6,000		6,000	0.0%	
General Administration :- Indirect Expenditure	24,771	51,191	336,712	285,521	0	285,521	15.2%	0
Net Income over Expenditure	(23,743)	160,226	88,688	(71,538)				
6001 less Transfer to EMR	362	362	0	(362)				
Movement to/(from) Gen Reserve	(24,104)	159,864	88,688	(71,176)				
<u>200 Allotments</u>								
1200 Allotment Rents	0	64	4,700	4,636			1.4%	
Allotments :- Income	0	64	4,700	4,636			1.4%	0
4200 Maintenance-various n/codes	82	82	300	218		218	27.4%	
4205 Allot. costs incl. .water+misc	53	6	450	444		444	1.3%	
4206 Heathy Wood	0	0	1,000	1,000		1,000	0.0%	
Allotments :- Indirect Expenditure	135	88	1,750	1,662	0	1,662	5.0%	0
Net Income over Expenditure	(135)	(23)	2,950	2,973				
<u>300 Recreation Grounds</u>								
1300 MSDC Grounds Management	0	0	1,250	1,250			0.0%	
1405 C.D.Cricket Club Lease	0	0	500	500			0.0%	
Recreation Grounds :- Income	0	0	1,750	1,750			0.0%	0
4200 Maintenance-various n/codes	0	0	1,200	1,200		1,200	0.0%	
Recreation Grounds :- Indirect Expenditure	0	0	1,200	1,200	0	1,200	0.0%	0
Net Income over Expenditure	0	0	550	550				
<u>400 Copthorne Pavilion</u>								
1400 Pavilion Lease	403	806	4,833	4,027			16.7%	
Copthorne Pavilion :- Income	403	806	4,833	4,027			16.7%	0
4200 Maintenance-various n/codes	0	0	1,000	1,000		1,000	0.0%	
4203 Ground Maintenance	3,860	4,048	6,500	2,452		2,452	62.3%	
4204 Broadband	37	74	0	(74)		(74)	0.0%	
Copthorne Pavilion :- Indirect Expenditure	3,897	4,122	7,500	3,378	0	3,378	55.0%	0
Net Income over Expenditure	(3,494)	(3,316)	(2,667)	649				

Detailed Income & Expenditure by Budget Heading 24/05/2024

Month No: 2

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
500 Parish Office								
1306 South Room Hire - Receipts	196	238	7,500	7,263			3.2%	
1308 Deposit-Receipts/refunds Sth R	51	51	0	(51)			0.0%	
Parish Office :- Income	248	289	7,500	7,211			3.8%	0
4077 Rent South Room- 1st Floor	0	1,875	7,500	5,625		5,625	25.0%	
4200 Maintenance-various n/codes	300	955	4,000	3,045		3,045	23.9%	
4306 Loan Repaym.New Parish Office	0	0	9,726	9,726		9,726	0.0%	
4910 Rates	0	1,320	600	(720)		(720)	220.0%	
Parish Office :- Indirect Expenditure	300	4,150	21,826	17,676	0	17,676	19.0%	0
Net Income over Expenditure	(52)	(3,862)	(14,326)	(10,464)				
600 Electricity-EDF								
4600 Energy - Street Lights	0	(2,045)	35,000	37,045		37,045	(5.8%)	
4605 Repairs Street Lights/Lamps/An	0	151	16,000	15,849		15,849	0.9%	
4610 Copthorne -Elec. Meter-6765	0	(787)	450	1,237		1,237	(174.9%)	
4611 C.Down - Elec. Meter - 6092	0	24	450	426		426	5.3%	
Electricity-EDF :- Indirect Expenditure	0	(2,657)	51,900	54,557	0	54,557	(5.1%)	0
Net Expenditure	0	2,657	(51,900)	(54,557)				
700 Projects								
1710 S106 Recpt-CD Playground	0	0	100,000	100,000			0.0%	
Projects :- Income	0	0	100,000	100,000			0.0%	0
4720 N/Hood Plan Crawley Down	0	0	10,000	10,000		10,000	0.0%	
4722 N/H Plan C.Down - Project	0	0	20,000	20,000		20,000	0.0%	
4725 N/Hood Plan Copthorne	0	0	2,000	2,000		2,000	0.0%	
4726 N/hood Plan Copthorne Project	0	0	20,000	20,000		20,000	0.0%	
4801 N/Hood Security	0	0	5,000	5,000		5,000	0.0%	
4802 Working Party - Copthorne	0	1,470	20,000	18,530		18,530	7.3%	
4803 Working Party - Crawley Down	787	4,037	20,000	15,963		15,963	20.2%	
4804 Youth Support - Costs	590	809	0	(809)		(809)	0.0%	
4808 CD Playgorund	0	0	100,000	100,000		100,000	0.0%	
Projects :- Indirect Expenditure	1,378	6,317	197,000	190,683	0	190,683	3.2%	0
Net Income over Expenditure	(1,378)	(6,317)	(97,000)	(90,683)				

Detailed Income & Expenditure by Budget Heading 24/05/2024

Month No: 2

Cost Centre Report

	Actual Current Mth	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
Grand Totals:- Income	1,679	212,576	544,183	331,607			39.1%	
Expenditure	30,481	63,211	617,888	554,677	0	554,677	10.2%	
Net Income over Expenditure	(28,802)	149,365	(73,705)	(223,070)				
less Transfer to EMR	362	362	0	(362)				
Movement to/(from) Gen Reserve	(29,164)	149,003	(73,705)	(222,708)				

13:41

Barclays - Current A/C - 9630

Cash Received between 01/05/2024 and 31/05/2024

<u>Date</u>	<u>Cash Received from</u>	<u>Receipt No</u>	<u>Receipt Description</u>	<u>Receipt Total</u>
01/05/2024	CSCA	SO	CSCA-Pavilion rent	402.75
03/05/2024	HMRC	R006.25	VAT reclaim Q4	4,099.46
07/05/2024	Now Pensions	R008.25	NOW pensions refund	57.69
07/05/2024	South Room - Hire Receipts	R004.25	South Room-Inv 641	98.40
13/05/2024	South Room - Hire Receipts	R007.25	South Room - Inv 640	98.00
01/05/2024	South Room Deposit	BACS	South Room Deposit-A Maher	100.00
			Total Receipts	<u>4,856.30</u>

13:41

Nat West - Current A/C - 5083

Cash Received between 01/05/2024 and 31/05/2024

<u>Date</u>	<u>Cash Received from</u>	<u>Receipt No</u>	<u>Receipt Description</u>	<u>Receipt Total</u>
03/05/2024	Bus shelter	BACS	Bus shelter damage	62.50
02/05/2024	CCLA	BACS	CCLA income	364.44
13/05/2024	Chairman's Dinner	BACS	Chairman's Dinner-King x2	40.00
14/05/2024	Chairman's Dinner	BACS	Chairman's dinner-L Bannister	20.00
15/05/2024	Chairman's Dinner	BACS	Chairman's dinner - H Smith	20.00
20/05/2024	Chairman's Dinner	BACS	Chairman's Dinner-Cruickshank2	40.00
09/05/2024	Copthorne Locals	BACS	Copthorne Locals-litter	361.77
03/05/2024	HMRC	R006.25	VAT reclaim Q4	4,099.46
03/05/2024	HMRC	R006.25	REVERSAL-ERROR	-4,099.46
13/05/2024	MSDC	BACS	NNDR	120.00
Total Receipts				<u>1,028.71</u>

Detailed Balance Sheet - Excluding Stock Movement

Month 2 Date 24/05/2024

<u>A/c</u>	<u>Description</u>	<u>Actual</u>
<u>Current Assets</u>		
105	VAT Control Account	2,613
200	Barclays - Current A/C 9630	28,863
210	Barclays - Business A/C 4225	120,890
230	Nat West - Current A/C 5083	181,371
235	CCLA-HSBC- Public Sector Dep.F	85,000
240	Unity - Current 5365	84,315
Total Current Assets		503,052
<u>Represented by :-</u>		
300	Current Year Fund	149,365
310	General Reserves	147,388
320	EMR N/Hood Plans	10,000
325	EMR Election Costs	8,000
345	EMR Vision (CCTV, parking, +othe	122,266
355	EMR Lashmere Refurbishment	5,000
375	EMR Copthorne Environment	8,856
376	EMR Crawley Down Environment	11,490
395	EMR Donation Refurb.Coph.Play	9,915
397	EMR Staff - Pension	30,411
398	EMR Litter Equipment	362
Total Equity		503,052

List of Payments made between 01/05/2024 and 24/05/2024

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
01/05/2024	Grant-Air Ambulance	032 BACS	350.00	P032.25	Grant-Air Ambulance
01/05/2024	CDCCA	033 BACS	216.00	P033.25	CDCCA-Hall Hire Youth
01/05/2024	Focus IT services	034 BACS	4,734.00	P034.25	Focus-Engineer charges
01/05/2024	HMRC	035 BACS	40.00	P035.25	HMRC/PAYE M1
01/05/2024	Grant-St Johns Church	036 BACS	475.00	P036.25	Grant-St Johns Church
01/05/2024	Susan Szabo	037 BACS	100.00	P037.25	Office cleaning
01/05/2024	Tesco Mobile	DD	24.99	DD	Mobile phone-youth
08/05/2024	Unity - Current 5365	8.5	500.00		To open account
08/05/2024	Tesco Mobile	043 DD	18.99	P043.25	Mobile Phone-grounds
09/05/2024	Unity - Current 5365	9.5	10,000.00		For payments
16/05/2024	Amazon	042 DC	34.19	P042.25	Bike lock for allotments
17/05/2024	Unity - Current 5365	17.5	50,000.00		To Unity for payments
21/05/2024	Newton Flags	052 DC	28.80	P052.25	Flag of Peace
21/05/2024	Amazon	053 DC	26.83	P053.25	Tablet case
23/05/2024	EE Ltd	055 DD	44.44	P055.25	EE-Broadband
24/05/2024	Unity - Current 5365	24.5	50,000.00		For payments
Total Payments			116,593.24		

List of Payments made between 01/05/2024 and 31/05/2024

<u>Date Paid</u>	<u>Payee Name</u>	<u>Reference</u>	<u>Amount Paid</u>	<u>Authorized Ref</u>	<u>Transaction Detail</u>
09/05/2024	CDCCA	038 BACS	40.00	P038.25	CDCCA-Hall hire
09/05/2024	KCS PROFESSIONAL SERVICES	040 BACS	193.85	P040.25	KCS-Printer lease
09/05/2024	L Bannister	041 BACS	610.00	P041.25	Locum services
09/05/2024	Elan City	044 BACS	848.99	P044.25	SID repairs-CD
17/05/2024	Dynamic	045 BACS	86.58	P045.24	Paper
17/05/2024	Fun Village	046 BACS	250.00	P046.25	Fun Village-Deposit refund
17/05/2024	Screwfix	047 BACS	29.56	P047.25	Screwfix-groundsman supplies
17/05/2024	Screwfix	048 BACS	47.46	P048.25	Screwfix-cleaning mats
17/05/2024	Parish On Line	049 BACS	180.00	P049.25	Parish Online-annual sub
17/05/2024	CSCA	050 BACS	202.00	P050.25	CSCA-Hall hire youth
17/05/2024	CDG - Crawley Down Group	051 BACS	336.55	P051.25	CDG-Fuel
24/05/2024	SLCC	056 BACS	137.00	P056.25	SLCC-reference book
24/05/2024	SLCC	057 BACS	42.00	P057.25	SLCC-training course
24/05/2024	Bourne Sport	058 BACS	4,632.00	P058.25	Cop Pavillion-seeding
24/05/2024	Mulberry LAS	059 BACS	220.38	P059.25	Internal audit
24/05/2024	CAGNE	060 BACS	10.00	P060.25	CAGNE subscription
24/05/2024	Copthorne Carnival	061 BAC	1,000.00	P061.25	Copthorne Carnival
24/05/2024	WSALC Ltd	062 BACS	365.00	P062.25	CILCA-staff training
24/05/2024	CDCCA	063 BACS	40.00	P063.25	CDCCA Hall hire CD WP
24/05/2024	Allianz Insurance	064 BACS	360.00	P064.25	Lift service
24/05/2024	WSPF(West Sussex Pension	065 BACS	2,556.10	P065.25	M2 contributtions
24/05/2024	HMRC	066 BACS	3,350.01	P066.25	M2 PAYE/NI conts
24/05/2024	M2 salaries	067 BACS	10,500.19	P067.25	M2 salaries
24/05/2024	Screwfix	068 BACS	98.53	P068.25	Screwfix-suppltes
Total Payments			26,136.20		

Crawley Down

Play Space Site	Bowers Play space*	Haven Play space	KG/Haven Centre Field
Land adj Burleigh Infant School	1851.04	0.00	0.00
Haven Farm	0.00	12732.00	0.00
Grange Rd	35195.40	0.00	0.00
Sunnymead	0.00	3175.00	0.00
Pasture Wood	3875.00	0.00	0.00
Woodlands Close 1	51514.70	0.00	11813.74
Woodlands Close 2	0.00	11843.74	0.00
Wychwood	23157.00	0.00	0.00
Totals	115593.14	27750.74	11813.74

* Includes kick about

Formal Sport Site	In Crawley Down	KG/Haven Centre Field
Haven Farm	1069.21	0.00
Grange Rd	0.00	16933.75
Sunnymead	16148.00	0.00
Pasture Wood	10033.00	0.00
Wychwood	21732.00	0.00
Hazel Close	0.00	67614.72
West of Turners Hill Rd	0.00	49920.33
Totals	47913.00	134468.80

Community Buildings Site	Haven Centre	Village Hall
Felbridge Nursery	255.90	0.00
West of Turners Hill Rd	0.00	10234.79
Hazel Close	0.00	29,619.08
Totals	255.90	39853.87

Crawley Down

Community Infrastructure

Site	Add. Car parking*	Traffic calming*	Haven Centre	School safety zone
Woodlands Close Phase 1	22716.90	0.00	0.00	0.00
Woodlands Close Phase 2	0.00	29118.73	0.00	0.00
Wychwood	0.00	13447.00	0.00	0.00
Hazel Close	0.00	0.00	38439.70	0.00
West of Turners Hill Rd	0.00	0.00	0.00	13329.55
Totals	22716.90	42565.73	38439.70	13329.55

*"could be"

*"could be"

Sustainable Transport

Site	Any
Pasture Wood	24450.00
Woodlands Close	221825.33
Wychwood	44673.00
Totals	290948.33

Public Art

Site	
Franciscan Convent	8200.00
Burleigh Way	2314.00
Haven Centre	3427.00
Grange Rd	20712.01
Totals	34653.01

Copthorne

Play Space Copthorne
Totals **0.00**

Formal Sport Copthorne

Site	Pavilion KG Field
Holly Farm	47,177.36
Heathy Wood	430740.39
Regency Hotel	12401.21
	490318.96

Community Buildings Copthorne

	Scouts/Hub/Vhall
Holly Farm	20493.49
Heathy Wood	167954.22
	188447.71

Community Infrastructure Copthorne

	Allotments
Holly Farm	27398.10
Totals	27398.10

Sustainable Transport Copthorne

Site	
Total	0.00